





# **REOI - Individual Consultants**

1<sup>st</sup> Edition

December 2020

# REQUEST FOR EXPRESSIONS OF INTEREST (Individual Consultants)

*LIBERIA*

Building Climate Resilience Project (BCRP)

**Assignment title:** Non-Consultancy Services to Design, Collate, Compile and Print 2,000 Copies of Weather Information Brochures and Flyers for Awareness Creation in BCRP Intervention Counties

**Reference no:** IFAD/BCRP/NC-009/21-22

The Government of Liberia has received an Adaptation Grant of US\$8,840,629 million from the International Fund for Agricultural Development (IFAD) to finance the Building Climate Resilience Project (BCRP) in the Rice and Cocoa sectors. The project is designed to reach 25,000 smallholder farmers including 10,000 rice producers, 10,000 cocoa producers and 5,000 smallholder farmers from other enterprises of which at least 40% will be women and 40% young people. The goal of the BCRP is that livelihoods and climate change resilience of rural farming households are improved. The project development objective (PDO) is to promote agriculture as a business for enhanced incomes and reduced rural poverty. The project objective will be accomplished through the following three components:

**Component 1: Climate-proofed agricultural production and post-harvest combined with livelihood diversification:** This component will focus on household / village-level interventions in climate resilient and sustainable agriculture to reduce the negative impacts from climate change and climate variability, as well as to contribute to agricultural and rural livelihood development through income diversification.

**Component 2: Climate resilient rural infrastructure:** This component will focus on climate-proofed rural transportation, water, and storage infrastructure.

**Component 3: Institutional capacity development and policy engagement:** This component will focus on “supporting meteorological institutions and provide improved climate services to smallholder farmers and rural populations”.

The project is being implemented by the Ministry of Agriculture in collaboration with the Environmental Protection Agency.

The EPA and MOA-PIU intend to apply part of the project fund for Non-Consultancy services to design, collate, compile and print 2,000 Copies of weather information brochures and flyers for awareness creation in BCRP intervention counties.

## 2.0 Objective of the consultancy

The Consultant to be hired will gather climate information and create climate smart readers content as well as disseminate information of specific standards where they do not currently exist. In particular the Consultant will design, collate, compile and print 2,000 copies of weather information brochures and flyers for awareness creation in Bong, Nimba and Lofa counties. Under the technical supervision of the National Climate Change Secretariat of EPA, the Consultant will work with all relevant stakeholders (MOA, cooperatives, farmers, etc.) to carry out the task.

## 3.0 Scope of the Assignment

- Conduct desk review and analysis of key sector climate documents including support for smart readers and information dissemination;
- Study the feasibility of a computerized knowledge management system considering monitoring and evaluation including georeferencing;
- Conduct consultations / interviews with all relevant stakeholders through meetings, workshops and other appropriate forums as agreed to gather input into the drafting of content for hydrological and meteorological data with focus on climate information services for farmers;
- Develop user friendly brochures and flyers in a simplified language to be understood by farmers and other stakeholders.

## 4.0 Key Deliverables

- Produce 2000 copies of assorted weather information materials (1,500 brochures and 500 flyers);
- Produce draft of weather information brochures and flyers for EPA, PIU, MOA and stakeholders' inputs;
- Produce final version of weather information brochures and flyers.

## 5.0 Minimum Qualifications, Skills and Experience

The Consultant shall possess the following qualifications:

- At least a Master's degree in climate change, environment science, Agriculture, Forestry, Regional Science or related fields;
- Have a minimum of 7 years of progressive and relevant experience in the field of climate change, smart agriculture, environmental management;

- Have in-depth understanding of climate information services;
- Have demonstrated experience in developing brochures, and flyers for climate smart decision making in the agriculture sector;
- Good computer knowledge MS Word, Publisher, etc.

#### 6.0 OTHER SKILLS

- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to communicate effectively both orally and in written English in order to communicate complex, technical information to technical and general audiences

#### 7.0 Timing of the Assignment

The total duration of the assignment is one month from the date of signing the contract.

#### 8.0 Applications:

Please send a soft copy of your Expression of Interest on or before **16, September 2022 by 4.00pm** to:  
recruit@moa.gov.lr,  
IFAD PIU/PMU/MOA  
Ministry of Agriculture Annex, Libsuco Compound  
Japan Freeway, Gardnersville, Montserrado County  
Telephone: 0775901977

The subject line should read: **EOI for Non-Consulting Services to Design Weather Information Brochures and Flyers for Awareness Creation in BCRP Intervention Counties.**

Only pre-selected Consultants will be contacted.

The shortlisting criteria are: **The individual consultant should hold a Master Degree in Civil Engineering or its equivalent with three years' experience in regional engineering designs of similar requirements (farm track roads designs). The individual consultant should provide an updated or valid tax clearance from the Government of Liberia.**

The attention of interested consultants is drawn to IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy<sup>1</sup> and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations<sup>2</sup>. The latter sets forth IFAD's provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.<sup>3</sup>

Interested consultants shall not have any actual, potential or reasonably perceived conflict of interest. Consultants with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. Consultants are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, or b) have a business or family relationship with a member of the client's board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of the REOI, (ii) the selection process for this procurement, or (iii) execution of the contract. Consultants have an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.

The Tree Crop Extension Project-II now invites eligible Individual consultants ("consultants") to indicate their interest in providing the services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services in the form of a curriculum vitae (CV). A consultant will be selected in accordance with the individual consultant selection (ICS) method set out in IFAD' Project Procurement Handbook that can be accessed via the IFAD website at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement). Interviews *will Not* be conducted as part of the selection process.

Any request for clarification on this REOI should be sent via e-mail to the address below [evah@moa.gov.lr](mailto:evah@moa.gov.lr) no later than *4:00pm February 18 2022*. The client will provide responses to all clarification requests by 4:00pm, February 22, 2022.

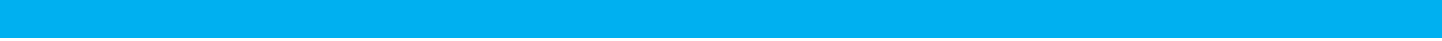

Interested Individual should submit their expressions of interest to: [recruit@moa.gov.lr](mailto:recruit@moa.gov.lr), on or before **February, 25, 2022 by 5PM GMT**.

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<sup>1</sup> The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

<sup>2</sup> The policy is accessible at [www.ifad.org/anticorruption\\_policy](http://www.ifad.org/anticorruption_policy).

<sup>3</sup> The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>.



IFAD PIU/PMU/MOA  
Ministry of Agriculture Annex, Libsuco Compound  
Somalia Drive, Gardnersville, Montserrado County  
Telephone: 0886985253

Expressions of interest in the form of curriculum vitae (CV) must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail): **Not Applicable**